National Provider Identifier Application Process Helpful Hints......

-Before you begin, make sure you have the following information**

Provider Name
SSN
Provider Date of Birth
Country of Birth
State of Birth (if Country of Birth is U.S.)
Mailing Address
Practice Location Address and Phone Number
Taxonomy (Provider Specialty)
State License Information*
Contact Person Name
Contact Person Phone Number and Email

*required for certain taxonomies only
**This information will be required to complete the NPI Application Form. You will not be able to save your work if you quit before you have completed the application form.

Web Application Hints

· Use the application's navigation buttons, NEXT or PREVIOUS.
· Do NOT use the browser's buttons, BACK and FORWARD.
· If you have a problem with the system and cannot continue, wait 20 minutes before logging on again.
· Print each page as you complete the application to keep a record of your file. It is also important to save your username and password for future use.

Paper Application Hints

· Do not staple the application pages together.
· Remember to print legibly or type your application.
· Include an original signature of the health care provider and a telephone number on the application. Do not send a photocopy of the signature or an application with a stamped signature. The name in the signature must match

Paper and Web Application Hints

· To apply online or obtain an NPI application, please visit https://nppes.cms.hhs.gov/NPPES .
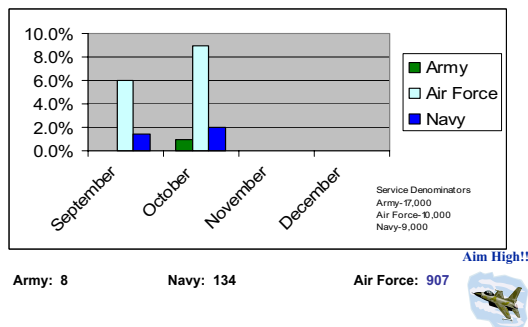· Remember to select an entity type:
Entity Type 1: Health care providers who are individuals, need to complete sections 1, 2A, 3, 4A, and 5.
Entity Type 2: Health care providers who are organizations or subparts, need to complete sections 1, 2B, 3, 4B, and 5.
· Post office boxes may not be entered as practice location addresses.

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The Race is On.....

Service Denominators
Army-17,000
Air Force-10,000
Navy-9,000

Aim High!!

Army: 8   **Navy: 134**   **Air Force: 907**

The Service Denominators are not yet finalized.

Notice to Physician Assistants Applying for an NPI

Due to the inconsistency between state licensure requirements for Physicians Assistants, CMS has made a change to the National Plan and Provider Enumeration System to allow Physician Assistants to obtain an NPI without having to furnish a license number and/or state of license.